

- C-R-E-T

CHIVE/C-120/10-66
10 October 1966

MEMORANDUM FOR: Director, CHIVE Task Force

SUBJECT : Bi-Weekly Task Report Summary
(23 September - 7 October 1966)

I. No significant problems or developments were reported by the following tasks:

Task # 2. Current Awareness Support

	- 6.5 days
	- 3.0 days

Task #5c. Organization Dictionary

	- 4.5 days
	3.0 days
	- 1.5 days
	5.0 days
	7.0 days
	- 9.0 days
	- 10.0 days
	6.0 days

Task #12. Input Processing

	- 10.0 days
	9.0 days
	- 7.5 days
	- 10.0 days

Task #13. Unconditional File Maintenance

	- 10.0 days
	- 10.0 days
	10.0 days

GROUP I
Excluded from
Automatic
Downgrading and
Declassification

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25X1A

Task #26. Overview Procedures
 [redacted] - 10.0 days

25X1A

Task #44. Task Group Management
 [redacted] - 12.0 days

25X1A

Task #54. Design and Development Area Management
 [redacted] - 12.0 days

25X1A

Task #55. System Flows and Transactions
 [redacted] - 9.62 days

25X1A

Task #58. COG Organization and Personnel Responsibilities
 [redacted] 1.0 day

25X1B

Task #59. Soviet
 [redacted] - 1.0 day

25X1A

II. Summary of Task Activity

25X1A

Task # 1. [redacted] sent the D/CTF a memo concerning space and security plans for CHIVE. The physical security paper by [redacted] was forwarded to Admin. Staff with instructions to present alternative space plans by 15 November and a final plan by 31 December. The recommendation by the Security Procedures Task Team for access to the Special Center by collateral customers has been rejected. Alternative personnel security recommendations should be prepared by 15 November.

25X1A

25X1A

[redacted] will be in the mid-career course until 28 October.

25X1A

Task # 3. [redacted] discussed the printing requirements of the DDS with several equipment manufacturers.

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25X1A

Task #5a. [redacted] transferred permanently to SKAN on 6 October.

25X1A

	- 0.5 day
	.5 day
	- 2.0 days
	days
	5 days
	days

25X1A

Task #5b. The first draft of the index for the SIC is being keypunched. The task team worked with the Organization Dictionary on identification of the SIC codes which will be used as function codes.

25X1A

	- 10.0 days
	- 4.5 days

25X1B

25X1B

25X1B

25X1B

25X1A

Task #5d. [redacted] left the [redacted] Task Team, and have been assigned to [redacted] Content Study, Task #19b. [redacted] chairman of the task team, completed a rough draft of the [redacted] paper. A final draft will be completed 14 October. [redacted] completed a draft of the data elements to be included in the dictionary. The task team published a Status Report on WALNUT

25X1A

25X1A

[redacted] Grouping Approach, CHIVE/C-217-66, 29 September 1966.

	.0 days
	0 days
	5.0 days
	- 5.0 days

25X1A

Task #7a. The Forms Design Task Team received samples of the new SKAN form from PSD. A few were filled in and tested on the page reader. Both input and output were successful, except for one error which was traced to a faulty key on the typewriter. However, two minor changes will be made (one field moved and one added) before final acceptance and volume production of the forms. These changes were discussed with and approved by Forms Management on 7 October.

	- 3.0 days
	- 1.4 days

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25X1A

Task #10b. [redacted] chairman of Revision of Indexing Procedures and Techniques wrote a Memo for the Record: Organization Function Code and Personality Occupation Code Indexing Policy.

25X1A

1.0 day

25X1A

Task #14. [redacted] chairman of the Control Task reports that [redacted] transferred to CHIVE as of 1 October.

25X1A

25X1A

25X1A

10.0 days
- 5.0 days

25X1A

Task #15. [redacted] chairman of the File/Report Processing Task Team reports that documentation of [redacted] Languages is not complete, as initially scheduled. It is rescheduled for completion by 21 October.

25X1A

.0 days
0.0 days
- 10.5 days
11.0 days
- 9.0 days
0.0 days

25X1A

Task #17. The Phase III Scheduling and Integration Task Team is in the process of updating the charts to reflect various personnel and scheduling changes.

25X1A

5 day
8.0 days
- 9.0 days
- .5 day

25X1A

Task #18. The System Test Plan Task Team submitted a proposal for an auxiliary testing system to the D/CTF on 5 October.

25X1A

5 days
8.0 days
2.0 days
- 1.5 days
1.0 day

25X1B

25X1A

Task #19. Copies of [redacted] study were transmitted to [redacted] of COINS, the DDP Systems Staff and [redacted] in the Department of State.

25X1A

3.0 days
- 1.0 day
1.0 day

25X1A

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25X1A

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Task #19a. The Dossier Content Study Task Team is under the chairmanship of [redacted] The Task is to consist of analyzing some [redacted]

25X1B

25X1A

[redacted] to identify the document series within the number of pages, and the year span (1966 - 1961 by year and 1960 and prior) lumped together in order to provide the document delivery system with realistic estimates of input and request volumes anticipated in an operational CHIVE environment. As of 7 October, 61 dossiers were completed.

[redacted]
 - 4.0 days
 4.0 days
 .75 days

Task #20. The Management Data Task Team has two new members, [redacted] They are working on CHIVE Orientation and Management Information Orientation at present, then they will devote full time to producing an improved OCR Management Information System by 1 January 1967.

25X1A

[redacted] - 8.0 days

Task #22. [redacted] chairman of the Customer Requirements and Relations Task Team, has forwarded to the D/CTF a recommendation for a permanent customer requirements staff.

[redacted] - 8.0 days

Task #23. [redacted] has been assigned to the Maps and Graphics Task Team. The new completion date for this task is 15 November. The draft report [redacted]

[redacted] ground photo indexing/processing procedures raised a number of questions which require resolution. [redacted] is currently in GR to obtain more data on GR sources and on written information which is transmitted with photography.

25X1B

Task #25. [redacted] chairman of the Summary File Building Task Team reports that existing summary type files in BR and FIB have been identified and a tentative selection of those which will initially be included in CHIVE has been [redacted] CHICOM category file will be given priority attention.

[redacted]
 - 1.0 day
 - 3.0 days

25X1B

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Task #27. The Source Formatted Data Task Team has made efforts to focus the study on a representative segment of data. Liaison has been established with FDD, and abstract materials produced there will be analyzed to establish system feasibility.

25X1A

[redacted] - 3.0 days
[redacted] .25 day

25X1A

Task #43. [redacted] chairman, of the Contractor Management Task Team has made arrangements for several members of the CHIVE Task Team to visit the IBM Technical Information Retrieval Center in Yorktown Heights, New York on 18 October.

25X1A

[redacted] - 3.0 days

25X1A

Task #44. [redacted] Task Group chairman for SISG, reports that [redacted] transcription typist for SKAN, EOD'd 6 October 1966.

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25X1A

[redacted] - 9.0 days

25X1A

Task #50. [redacted] is leaving the Current Awareness - Production - China Task Team 21 October. OCS produced the weekly for 26 - 30 September and the monthly for September promptly. PSD prepared a printed cover for SKAN. PSD was one day late in sending the weekly issue, therefore, the scheduling is off.

25X1A

[redacted] - 10.0 days
[redacted] - 10.0 days
[redacted] - 10.0 days

25X1A

Task #60. [redacted] Special Assistant to the Director analyzed a report of Soviet information retrieval system and compared it to the US computer state-of-the-art. He advanced a proposal for a stylistic analysis of the text as an intelligence technique.

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[redacted] - 9.0 days

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III. Meetings and Briefings

1. A briefing was given to OCR division chiefs and senior personnel on the findings and recommendations of the [redacted] Requirements Task Team on 5 October. The briefing was conducted by [redacted]

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25X1A

25X1A

25X1A

25X1A

2. [redacted] attended a briefing given by [redacted] of the DDP Systems Group on 28 September. The briefing concerned the current state of development of the WALNUT Name Group Tables.

25X1A

3. Several members of the CHIVE Task Force attended a briefing on 6 October given by [redacted] of NSA [redacted] on security for an EDP System.

25X1B

25X1A

25X1A

25X1A

25X1A

4. [redacted] attended the COINS Panel Meetings on 26 September and 3 October. They also attended a COINS working Group Meeting on 5 October.

25X1A

5. [redacted] met with [redacted] to discuss Task Team #20's involvement in designing an improved OCR Management Information system.

25X1A

Chief, Integration and Plans Staff
CHIVE Task Force

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